



FAIRVIEW DEVELOPMENTAL CENTER JOB OPPORTUNITY BULLETIN

CATHOLIC CHAPLAIN

SALARY RANGE	\$3952 - \$5187
TENURE/TIME BASE	Permanent, Full Time
PROGRAM/DEPARTMENT	Central Program Services
FINAL FILING DATE	January 9, 2015

DESCRIPTION OF DUTIES: Under direction, gives spiritual and moral guidance to State institution residents; conducts Roman Catholic religious services and instruction; and does other related work. Interviews and counsels mental patients, juvenile or adult offenders, or Veterans Home members on ethical and moral problems and spiritual matters; celebrates Mass, administers the Sacraments, and conducts other Roman Catholic religious rites as needed by institution residents; organizes and instructs classes in Roman Catholic religion, ethics, and sacred music; cooperates with other staff members in carrying out the institution treatment program; supervises the arranging of programs conducted in the institution by visiting religious and allied groups; assists in problems involving welfare agencies where family help is needed; visits the sick; works with residents in their group and club activities; counsels with families on problems involved in rehabilitation; explains and interprets the institution's religious program to community groups; serves, when designated, as a member of or consultant to the institution classification committee.

WHO MAY APPLY: Candidates with list and transfer eligibility for the classification will be considered. Appointment will be subject to Department Restriction of Appointment (DROA), State Restriction of Appointment (SROA)/Surplus, and Reemployment list procedures. Applications will be reviewed and only the most qualified candidates will be scheduled for interviews. **Note:** Appointment subject to pre-employment physical and fingerprint clearances. Applications can be obtained from the Testing Office of Fairview Developmental Center or from the State Personnel Board website www.spb.ca.gov. **Applications must be received in the Personnel Reception Office by no later than the close of business of the final filing date (4:30 PM). Applications postmarked, personally delivered or received via interoffice mail after the final filing date will not be accepted. Faxed applications or resumes will not be accepted.**

PLEASE SEND YOUR COMPLETED STATE APPLICATION (STD. 678) TO:

FAIRVIEW DEVELOPMENTAL CENTER
TESTING OFFICE, ROOM 211
2501 HARBOR BLVD.
COSTA MESA CA 92627
(714) 957-5255

IMPORTANT: PLEASE INCLUDE THE PROGRAM/DEPARTMENT NEXT TO THE JOB TITLE ON THE APPLICATION OR IT WILL NOT BE CONSIDERED FOR THE VACANCY.

FAIRVIEW IS AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE OR SEXUAL ORIENTATION.

CLASSIFICATION TITLE: CATHOLIC CHAPLAIN
RELEASE DATE: 12/26/14